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 **Hotel Reservation Form**

**(Gyeongwonjae Ambassador Incheon Associated with Accor)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Last Name** |  | **First Name** |  |
| **E-mail** |  |
| **Arrival** |  | **Departure** |  |
| **Flight No. / ETA** |  | **Flight No. / ETA** |  |
| **No of Guest** |  | **No of Room** |  |
| ***Type of rooms*** | ***Room Rate (tax included)*** |
| **Deluxe Suite** *(Double bed, living room & daecheongmaru, Room only)* | [ ]  **KRW 380,000** |
| **Deluxe Double & Single** *(Double Bed & Single Bed, Room only)* | [ ]  **KRW 278,000** |
| **Additional guest** | [ ]  Yes [ ]  No | **No of Additional guest** | - |
| ★ Breakfast: KRW 33,000/person (tax included) |
| ***Special Requests*** |
| **Early Check-in** | [ ]  Before 10:00 am | One-night charge |
| [ ]  10:00 ~ 15:00 | 50% of one-night charge |
| **Late Check-out** | [ ]  11:00 ~ 15:00 | 50% of one-night charge |
| [ ]  After 15:00 | One-night charge |
| **Special request** | [ ]  Yes [x]  No |  **Special notes** |  |
| ★ Additional charges will apply for early check-in and late check-out requests. |
| ***Credit card details*** |
| **Type** | [ ]  VISA [ ]  Master [ ]  AMEX [ ]  Diners [ ]  JCB |
| **Credit Card No.** |  | **Expire date (MM/YY)** |  |
| **Card Holder’s name** |  | **Signature** |  |

**Cancellation policy**

Please notify the hotel at least 72 hours prior to your scheduled arrival date in case of any cancellations or changes. Failure to cancel in advance or a no-show will result in a one-night charge.

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